

**BY ORDER OF THE COMMANDER
AIR FORCE RESERVE COMMAND**



AIR FORCE MANUAL 24-307

**AIR FORCE RESERVE COMMAND
Supplement 1**

1 August 2000

Transportation

**PROCEDURES FOR VEHICLE
MAINTENANCE MANAGEMENT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(SMS Wynnette L. Nwaokolo)
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This supplement implements and extends the guidance of Air Force Manual (AFMAN) 24-307, 1 February 2000. This AFMAN is published word-for-word without editorial review. Air Force Reserve supplementary material is indicated by "(AFRC)" in boldface type. This supplement describes Air Force Reserve procedures to be used in conjunction with the basic instruction. Upon receipt of this integrated supplement discard the Air Force basic.

SUMMARY OF REVISIONS

This revision: revises the "remarks" block on the AFTO Form 91, Limited Technical Inspection (LTI) (paragraph 1.39.18); requires the submission of Tunner 60K data and the monthly files via e-mail to arrive at HQ AFRC/LGTV by COB on the fifth duty day of the month (paragraph 2.2.25.3); and requires the submission to HQ AFRC/LGTV and the applicable NAF/LGT the summary of analysis products by COB on the tenth duty day of each month (paragraph 2.22).

1.11.1. Obtain written approval from HQ AFRC/LGTV to retain vehicles for the purposes of parts reclamation or training.

1.16.2. AFRC Fleet vehicle in commission (VIC) goal is 90% with 5% vehicle down for maintenance (VDM) and 5% vehicle down for parts (VDP). **NOTE:** Units will exclude shop-waiting time and VDP during rebuild of seasonal vehicles from the total vehicle out of commission hours.

1.39.18. Enter the overall vehicle condition to state Excellent, Good, Fair or Bad and repair feasibility (recommendations) in the "remarks" block.

1.39.28. Authority to exceed the one-time repair cost is delegated to AFRC base commanders and tenant unit senior commanders when a replacement vehicle is not available and evaluation of the mission requirements dictate restoring vehicle serviceability, and the repair is the first major repair after the vehi-

cle has reached an uneconomical repair status. Indicate approval by signing/dating the AF Form 1823, Vehicle and Equipment Work Order. All additional repairs must be approved by HQ AFRC/LGT. The work order must be kept on file in the permanent record section of the historical jacket.

2.2.25.3. Transfer Tunner 60K file to WR/ALC and submit a statement of compliance to HQ AFRC along with the monthly files via email to arrive at HQ AFRC/LGTV by COB on or before the fifth duty day of the month.

2.2.27.1. Submit quarterly files ?RAQ6T.DA1 (? = site code) via e-mail to arrive at HQ AFRC/LGTV by COB on or before the tenth duty day of the month.

2.14. AFRC bases/units will establish local procedures for reporting suspected vehicle abuse actions. Payment of repairs will be based on the findings of the alleged abuse investigation.

2.17.1. Contracted vehicle maintenance VIC goals are established in the Performance Work Statements (PWS), Requirements Summary (RS) of the respective contract. PWS vehicle goals are categorized by management codes (463L = 90%, 25 K-Loaders = 90%, MHE Vehicles = 90%, Refuelers = 90%, CE vehicles = 90%, A/C Tow Tractor = 90%, Security Forces vehicles = 90%, Special Purpose vehicles = 90% and the remaining Fleet is 90%). However, Quality Assurance Evaluators or appropriate authority will initiate corrective action to ensure contracted vehicle maintenance VIC goals are maintained equal to or greater than AFRC goals.

2.22. Units will submit a summary of the analysis products by e-mail with AFRC goals and include a thorough, written analysis of each indicator not met. Forward the report by COB on or before the tenth duty day of each month using the sample reports in Attachment 11 (Table A11.1, Table A11.2, Figure A11.1, Table A11.3, Figure A11.2 and Figure A11.3) to HQ AFRC/LGTV and the applicable NAF/LGT.

6.6. Table 6.1, rule 1, column D, is supplemented as follows: For all AFRC Maintenance Control and Analysis Functions whose units are under (and have undergone but remained in-house) the A-76 Cost Comparison Study, the work orders, AF Form 1823, and other documents used for the collection of workload and other PWS data are retained for 12 months. For contractor operated bases, data is retained for the duration of the contract.

6.12.1. Document operator's inspection of vehicles (other than fire trucks, refuelers, and 463L equipment), on the appropriate AF Form 18XX on the first day of each week the vehicle is used. This inspection frequency may be increased according to requirements in the vehicle's operations manual, multiple shifts, PWS, or local driving conditions.

6.31. Use of the AF Form 1829, Refueling Equipment Inspection Data Record, is mandatory.

6.33. Use of the AF Form 1830, Refueling Equipment Hose Installation and Hydrostatic Test Data Record, is mandatory

Attachment 11 (Added)

FLEET/MANPOWER STATUS

Table A11.1. (Added) Sample Vehicle Fleet Status.

VEHICLE FLEET STATUS			
VEHICLE GROUP	ASSIGNED VEHICLES	AUTHORIZED VEHICLES	VEHICLE EQUIVALENTS
GENERAL PURPOSE	128	132	195.7
SPECIAL PURPOSE	48	52	202.1
BASE MAINTENANCE	53	46	191.1
MATERIAL HANDLING	27	28	132.2
REGISTERED VEHICLES	256	258	721.1
NON-REGISTERED VEHICLES	27	---	15.7
TOTAL FLEET	283	---	736.8

Table 11.2. (Added) Sample Replacement Code Status.

REPLACEMENT CODE STATUS				
REPLACEMENT CODE	NUMBER VEHICLES	%	%	
A			22.7	A THRU J
B				
C				
D				
G	2	0.8		
H	55	21.5		
J	1	0.4		
K			4.7	K THRU M
L	12	4.7		
M				

N	1	0.4	72.6	N THRU U
P	15	5.8		
Q	1	0.4		
R	42	16.4		
S	1	0.4		
T	89	34.8		
U	37	14.4		
TOTAL	256	N/A	N/A	

Table 11.3. (Added) Manpower Status.

Give complete status of all active (civilian or military) and Reserve Forces assigned to the base transportation unit (Veh Maint., Veh Ops., Traffic Mgt.).

Active Force		(All Trans Personnel)
AFSC	GRADE	AUTH/ASGN
Reserve Force		(All Trans Personnel)
AFSC	GRADE	AUTH/ASGN

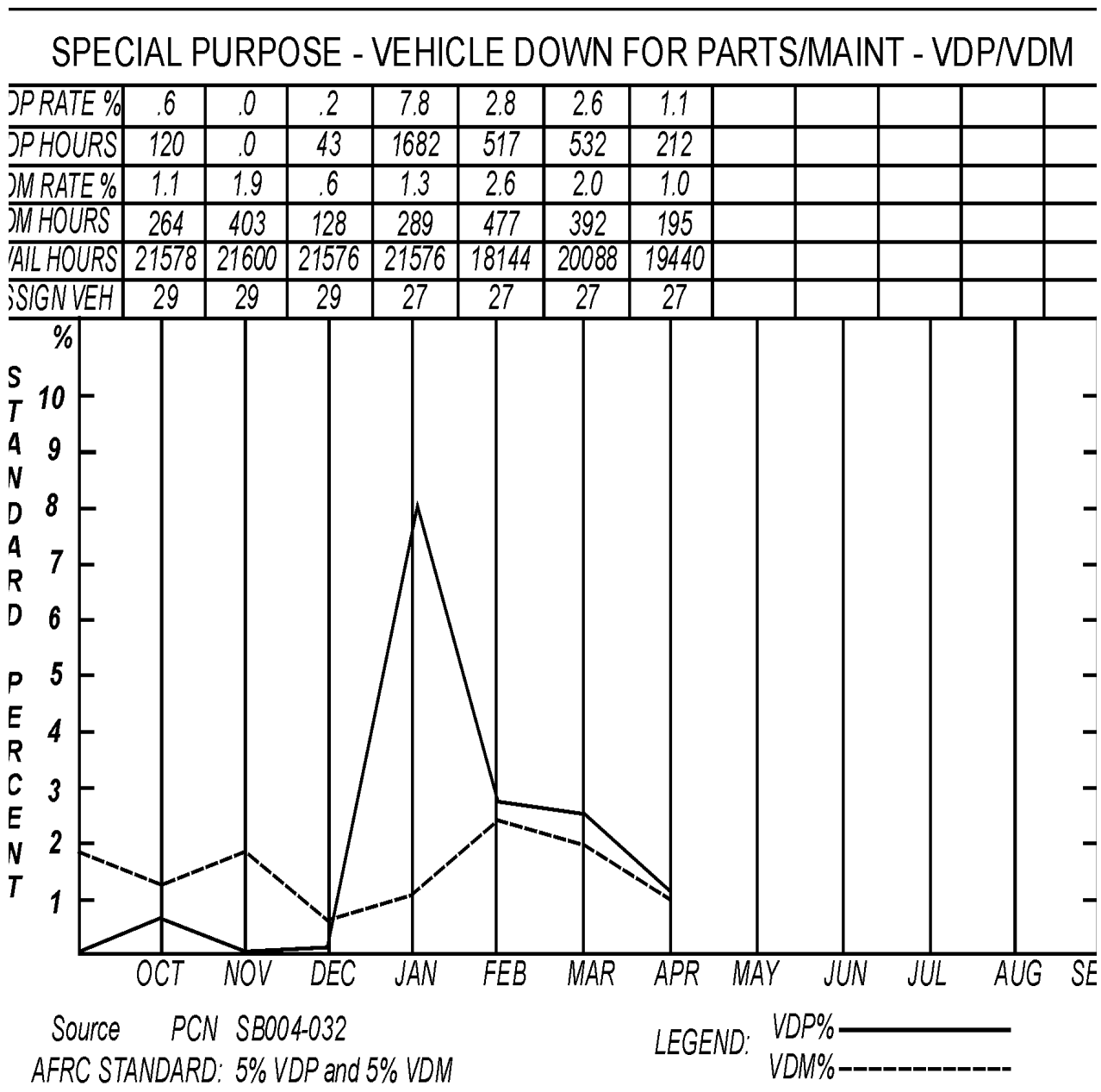
**Figure A11.1. (Added) Sample Special Purpose VDP/
VDM.**

Figure A11.2. (Added) Sample Total Fleet VOC.

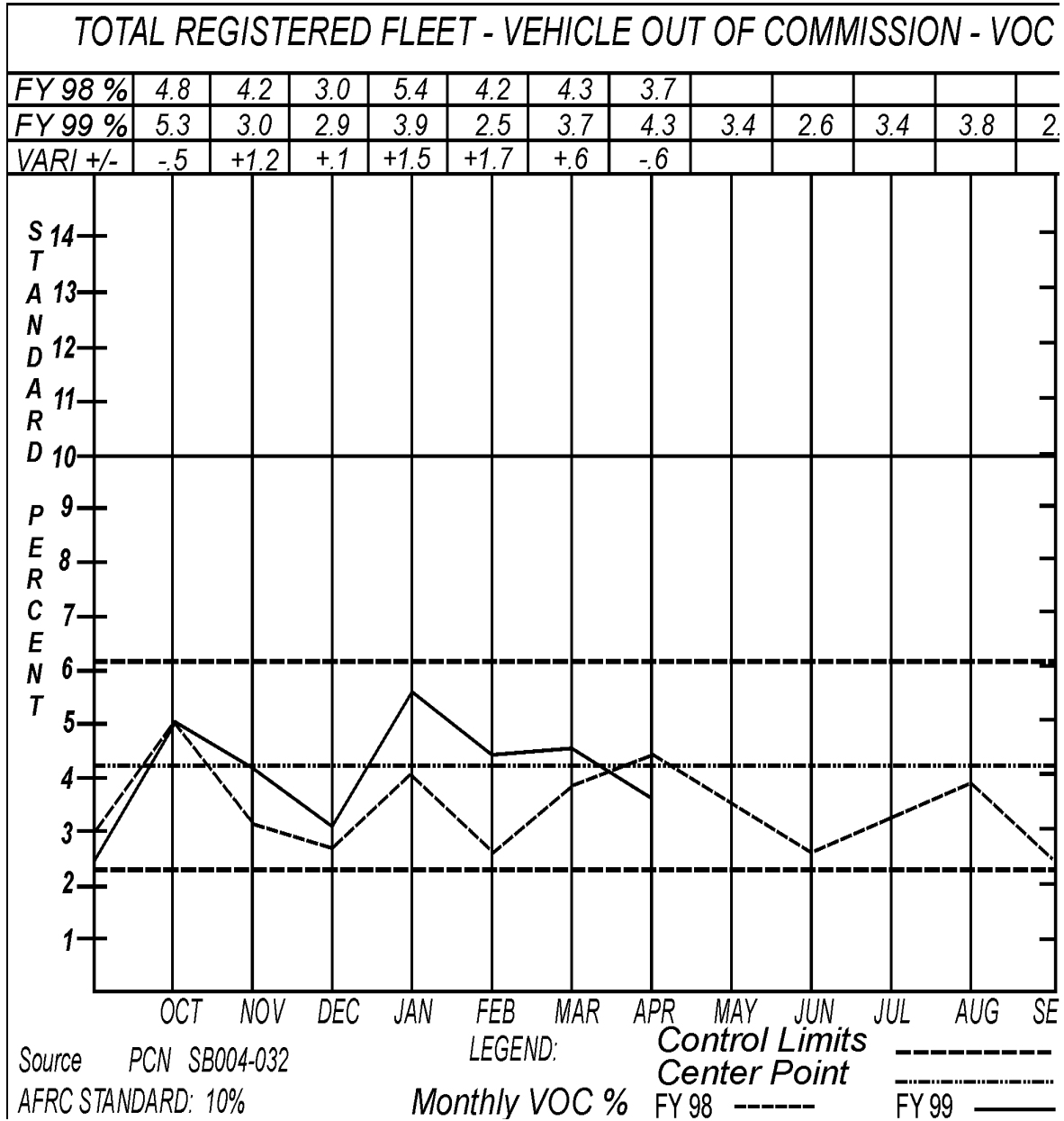
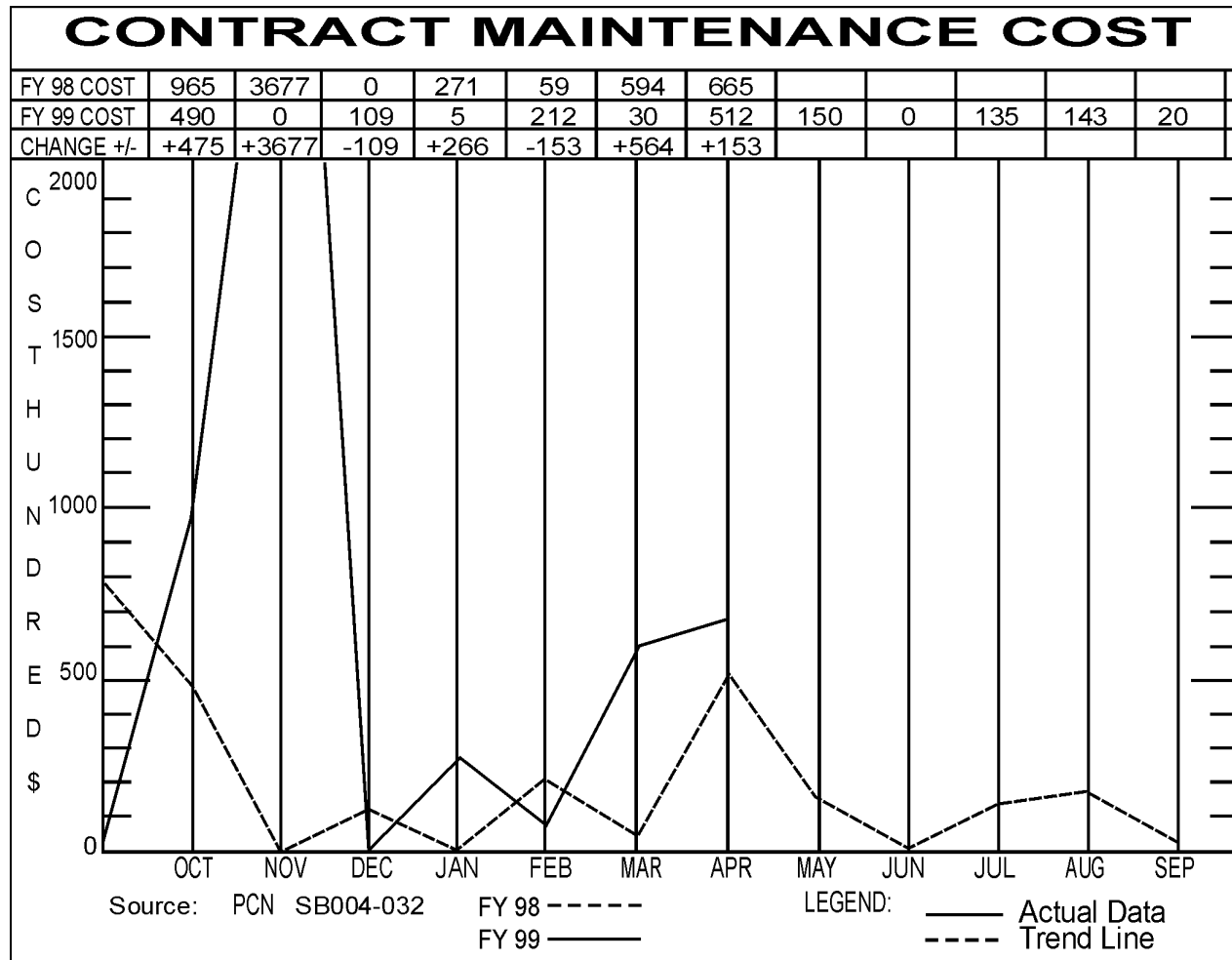


Figure A11.3. (Added) Sample Contract Maintenance Cost.



JAMES E. SHERRARD III, Maj Gen, USAF
Commander